



## CITY OF LODI COUNCIL COMMUNICATION

**AGENDA TITLE:** Adopt a resolution approving specifications and authorizing advertisement for bids for Metering Circuit Analyzer and authorizing the City Manager to accept or reject the bids, award the contract, and appropriate funds (\$14,000) (EUD)

**MEETING DATE:** May 19, 2004

**PREPARED BY:** Electric Utility Director

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**RECOMMENDED ACTION:** That the City Council adopt a resolution approving specifications and authorizing advertisement for bids for a Metering Circuit Analyzer and authorizing the City Manager to accept or reject the bids, award the contract (up to \$14,000) and appropriate funds.

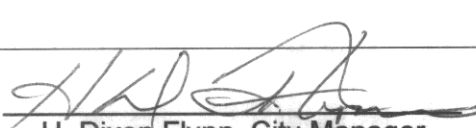
**BACKGROUND INFORMATION:** The 2003 - 04 Financial Plan and Budget includes the replacement purchase of a 1982 Metering Circuit Analyzer. The current generation of this type of equipment analyzes the entire transformer rated metering installation on site without human interaction once the test is initiated. It will detect failing current transformers, the associated wiring and the meter, all in one test, as well as produce a number of different reports for use by the utility as well as the customer. Test data can also be uploaded to a PC computer for various reports and for historical archives. Transformer rated meters are primarily used at large commercial and industrial customers. Actual meter readings are multiplied by a constant determined by the characteristics (ratio) of the transformers. Due to large constants at these customers, any error or inaccuracy in the metering installation can have significant impact on either the utility or the customer.

Since budget preparation in January 2003, a couple of enhancements to the Metering Circuit Analyzers have been introduced. The current version can perform a three-phase test simultaneously, rather than one phase at a time. Another enhancement is the addition of a load box. This device will add load to the metering circuit when insufficient customer load exists to conduct the tests. Both of these improvements will significantly reduce staff time for testing. It is recommended that both enhancements be included with the purchase at an additional estimated cost of \$2,500 and that the budgeted amount of \$11,500 be augmented with a transfer of funds from the System Improvement Business Unit, not to exceed \$2,500.

**FUNDING:** Electric Utility Department's 2003 - 04 Financial Plan and Budget  
Business Unit # 1611201 \$11,500 (page E-53)  
Business Unit # 161652 \$2,500 (page E-42)

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APPROVED:

  
H. Dixon Flynn, City Manager

Adopt a resolution approving specifications and authorizing advertisement  
for bids for Metering Circuit Analyzer and authorizing the City Manager to accept  
or reject the bids, award the contract, and appropriate funds (\$14,000) (EUD)  
May 19, 2004  
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**Funding Approval:**

  
\_\_\_\_\_  
Ruby Paiste  
Acting Finance Director

  
\_\_\_\_\_  
Alan N. Vallow  
Electric Utility Director

**Prepared by:**

Hans Hansen, Manager, Engineering and Operations

c: Interim City Attorney  
Purchasing Officer

RESOLUTION NO. 2004-94

A RESOLUTION OF THE LODI CITY COUNCIL APPROVING  
SPECIFICATIONS AND AUTHORIZING ADVERTISEMENT FOR BIDS FOR  
METERING CIRCUIT ANALYZER, AND FURTHER AUTHORIZING THE  
CITY MANAGER TO ACCEPT OR REJECT BIDS, AWARD THE  
CONTRACT, AND APPROPRIATE FUNDS

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WHEREAS, the 2003-04 Financial Plan and Budget provides for the replacement purchase of a 1982 metering circuit analyzer; and

WHEREAS, the current generation of this type of equipment analyzes the entire transformer rated metering installation on site without human interaction once the test is initiated. It will detect failing current transformers, the associated wiring and the meter, all in one test, as well as produce a number of different reports for use by the utility as well as the customer. Test data can also be uploaded to a PC computer for various reports and for historical archives; and

WHEREAS, transformer rated meters are primarily used at large commercial and industrial customers. Actual meter readings are multiplied by a constant determined by the characteristics (ratio) of the transformers. Due to large constants at these customers, any error or inaccuracy in the metering installation can have significant impact on either the utility or the customer; and

WHEREAS, since budget preparation in January 2003, a couple of enhancements to the metering circuit analyzers have been introduced. The current version can perform a three-phase test simultaneously, rather than one phase at a time. Another enhancement is the addition of a load box. This device will add load to the metering circuit when insufficient customer load exists to conduct the tests. Both of these improvements will significantly reduce staff time for testing; and

WHEREAS, it is recommended that both enhancements be included with the purchase at an additional estimated cost of \$2,500 and that the budgeted amount of \$11,500 be augmented with a transfer of funds from the System Improvement Business Unit, not to exceed \$2,500.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby approve the specifications and authorizes advertisement for bids for the metering circuit analyzer, and further authorizes the City Manager to accept or reject the bids and award the contract up to \$14,000; and

BE IT FURTHER RESOLVED that the City Council hereby authorizes the appropriation of funds for the project as shown as follows:

Electric Utility Department's 2003-04 Financial Plan and Budget  
Business Unit # 1611201 \$11,500 (page E-53)  
Business Unit # 161652 \$ 2,500 (page E-42)

Dated: May 19, 2004

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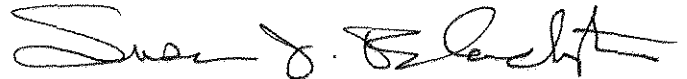
I hereby certify that Resolution No. 2004-94 was passed and adopted by the City Council of the City of Lodi in a regular meeting held May 19, 2004, by the following vote:

AYES: COUNCIL MEMBERS – Beckman, Hitchcock, Howard, Land, and  
Mayor Hansen

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None

A handwritten signature in black ink, appearing to read "Susan J. Blackston", with a stylized flourish at the end.

SUSAN J. BLACKSTON  
City Clerk